

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
FEBRUARY 16, 2016**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Tuesday, February 16, 2016.

The meeting was called to order by Chairman Rick Stradtner.

Chairman Stradtner stated that Derek Smith, Secretary, was not able to be at the meeting and that a motion needed to be made to appoint an Acting Secretary.

Wayne Schuetter made a motion to appoint Roger Seng to be Acting Secretary. Michael Kern seconded the motion. Motion approved, 6-0.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Rick Stradtner – Chairman
Keith Masterson – Vice Chairman
Alex Emmons – Wastewater Commissioner
Roger Seng – Water Commissioner
Michael Kern – Gas Commissioner
Wayne Schuetter – Electric Commissioner

ALSO PRESENT:

Bud Hauersperger – General Manager
Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Ashley Kiefer – Office Manager
Renee Kabrick – City Attorney

ABSENT:

Derek Smith – Secretary

PLEDGE OF ALLEGIANCE (DVD-01:07)

Chairman Rick Stradtner led the Pledge of Allegiance.

QUOTE OPENING: ½ TON 4WD TRUCK (SUBSTATION FOREMAN) – ELEC. DISTRIBUTION (DVD-01:32)

Hauersperger opened the quotes and read them aloud as follows:

1.	Bob Luegers Motors Jasper, IN	\$26,094.00 <u>- 1,800.00</u> \$24,294.00	trade-in
2.	Uebelhor & Sons Jasper, IN	\$27,126.00 <u>- 1,000.00</u> \$26,126.00	trade-in
3.	Sternberg Chrysler Jasper, IN	\$26,708.00 <u>- 700.00</u> \$26,008.00	trade-in

All the quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Jerry Schitter asked for the Board's approval to purchase from the low quoter, if all specifications are met.

Alex Emmons made a motion to approve the low quote from Bob Luegers Motors for \$24,294, if all specifications are met. Wayne Schuetter seconded the motion. Motion approved, 6-0.

QUOTE OPENING: DISTRIBUTION FOREMAN TRUCK – GAS & WATER (DVD-06:12)

Hauersperger opened the quotes and read them aloud as follows:

1.	Bob Luegers Motors Jasper, IN	\$33,150.00 <u>- 9,000.00</u> \$24,150.00	trade-in
2.	Uebelhor & Sons Jasper, IN	\$29,063.00 <u>- 8,000.00</u> \$21,063.00	trade-in
3.	Sternberg Chrysler Jasper, IN	\$28,492.00 <u>- 10,000.00</u> \$18,492.00	trade-in
4.	Ruxer Ford Jasper, IN	\$32,605.00 <u>- 8,500.00</u> \$24,105.00	trade-in

All the quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, and a Nepotism Policy Affirmation. The quotes from Uebelhor and Sons, and Sternberg Chrysler also included an Affidavit Regarding Non-responsibility, but the quotes from Bob Luegers Motors and Ruxer Ford did not.

Ernie Hinkle asked for the Board's approval to purchase from the low quoter, if all specifications are met.

Michael Kern made a motion to approve the low quote from Sternberg Chrysler for \$18,492, if all specifications are met. Keith Masterson seconded the motion.

Under discussion Alex Emmons asked why two of the vendors quoted on a mid-size truck, and the other two vendors quoted on a full-size truck. Hinkle said the specification sheet stated a mid-size truck, with minimum specifications on engine size, bed length, etc. Those two vendors who quoted full-size trucks just exceeded the minimum requirements. Ashley Kiefer stated that neither Dodge nor Ford carry a mid-size truck in their line-up anymore.

Attorney Kabrick said that it is at the City's discretion to review the specifications on both the mid-size and full-size quotes to determine what most accurately fits the City's needs, and to then proceed with the lowest quote.

Motion approved, 6-0.

APPROVAL OF MINUTES (DVD-15:11)

Chairman Rick Stradtner presented the minutes of the January 19, 2016 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Roger Seng made a motion to approve the minutes of the meeting as presented. Wayne Schuetter seconded the motion. Motion approved, 6-0.

RESULTS OF ¾ TON TRUCK WITH SERVICE BODY QUOTE OPENING (DVD-15:47)

Jerry Schitter reported that the low quote from Bob Luegers Motors for \$44,805 did meet the specifications for the substation service truck and was ordered. The missing Affidavit Regarding Non-responsibility was obtained from the vendor.

BUCKET TRUCK DELIVERED (DVD-16:37)

Schitter informed the Board that the small bucket truck that was ordered a year ago was finally delivered today. The invoice for the truck will be in next month's claims.

BID OPENING FOR POWER PLANT (DVD-17:02)

Bud Hauersperger reported that a Special Utility Service Board meeting has been scheduled for Wednesday, February 24th at 8:00AM in the Council Chambers to open the bids for the demolition and/or purchase of the former power plant property and associated structures.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-17:58)

Wayne Schuetter, Chairman of the Electric Planning Committee, stated the committee did not meet during the past month.

PERMISSION TO JUNK 54 RESIDENTIAL ERT'S - (INVENTORY ITEM #08-METR-13203) (DVD-18:06)

Ernie Hinkle reported that several months ago he asked for the Board's permission to junk some residential gas ERTs (Electronic Reading Transmitters). Over this winter, they have done some more cleaning and found that they need to junk 54 more gas ERTs, with the inventory item number of 08-METR-13203. Hinkle again asked for the Board's permission to junk the 54 residential gas ERTs.

Wayne Schuetter made a motion to give permission to junk the 54 residential gas ERTs (inventory item number 08-METR-13203). Keith Masterson seconded the motion.

Under discussion, Bud Hauersperger informed the Board that the ERT is a small radio transmitter that sits on top of the gas meter that electronically sends the reading on the gas meter to the meter reading computer as the meter reading truck drives around the City collecting meter readings. Attorney Kabrick reminded the Board that the last time we went through this process, it was determined the obsolete ERTs had no value.

Motion approved, 6-0.

VALVE TO BE CLOSED AT BEAVER LAKE (DVD-21:00)

Hinkle informed the Board that the valve at Beaver Lake will be closed on March 1st so the lake can start filling back up after the work on the spillway elevation.

GAS PLANNING COMMITTEE REPORT (DVD-21:30)

Michael Kern, Chairman of the Gas Planning Committee, stated the Committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-21:34)

Roger Seng, Chairman of the Water Planning Committee, stated the Committee did not meet during the past month.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-21:44)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the Committee did not meet during the past month.

PERMISSION TO START HIRING PROCESS FOR GAS & WATER MANAGER
(DVD-22:01)

Bud Hauersperger stated he received a letter of resignation/retirement from Ernie Hinkle, the Gas and Water Manager, who has been employed with the City for 30+ years. Hinkle's last day of work will be May 31st, but he will be using most of the month of May as vacation time. Hauersperger asked for permission to start the process of hiring a replacement, so the person hired has some time to train with Hinkle before he retires.

Hauersperger said that there is an open position of Assistant Gas and Water Manager where the new hire would be placed until such time of Hinkle's retirement. At that time, the new hire would be moved to the Gas and Water Manager position. Hauersperger also mentioned that if the replacement was hired internally, that would open up another position that would need to be filled.

Wayne Schuetter made a motion to give Hauersperger permission to start the process of hiring an Assistant Gas and Water Manager. Michael Kern seconded the motion. Motion approved, 6-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-26:00)

Acting Secretary, Roger Seng, reported that the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Alex Emmons made a motion to approve the claims as presented. Wayne Schuetter seconded the motion. Motion approved, 6-0.

There being no further business to come before the Board, the meeting was adjourned at 7:26PM upon motion by Alex Emmons and second by Keith Masterson. Motion approved, 6-0.

The minutes were hereby approved_____ with ___X___without corrections this 21st day of March, 2016.

Attest: _____
Secretary Chairman